



Human Rights Policy

1) Why this Policy?

At **Squatrix Solutions**, we are committed to upholding human rights and ethical standards across all aspects of our operations. We respect the human rights of all individuals impacted by our business, including employees, contractors, suppliers, and the communities where we operate. This policy ensures that we identify, assess, and address any potential adverse human rights impacts while fostering an inclusive, safe, and fair work environment. Squatrix Solutions strives to avoid any involvement in human rights abuses and is committed to resolving grievances promptly and effectively.

2) Scope of the Policy

This policy applies to all employees, contractors, suppliers, and business partners associated with Squatrix Solutions. It covers the following key areas:

- Safe and healthy workplace
- Workforce diversity and non-discrimination
- Equal opportunity
- Prevention of harassment
- Prohibition of child labor and forced labor
- Right to privacy
- Anti-corruption
- Local community and stakeholder engagement

3) Conduct at Work

3.1 Safe and Healthy Workplace:

Squatrix Solutions is dedicated to providing a safe and healthy working environment. We continually assess and mitigate workplace risks and hazards, ensuring the well-being of our employees. We are committed to offering compensation in case of injury or loss of life due to work-related incidents as per applicable laws. Any form of violence, intimidation, or harassment will not be tolerated. Employees are encouraged to report any concerns related to workplace health and safety to the management.

3.2 Workforce Diversity and Non-Discrimination:

Squatrix Solutions values diversity and is committed to fostering an inclusive environment. We ensure equal opportunities for all employees and stakeholders regardless of race, ethnicity, gender, religion, or any other protected characteristic. Wages, working hours, and employee welfare are in full compliance with local laws and regulations.

3.3 Equal Opportunity:

We provide equal employment opportunities to all individuals, free from discrimination based on age, gender, race, nationality, marital status, sexual orientation, or any other characteristic. Our commitment to equal opportunity extends throughout an employee's lifecycle, from recruitment to retirement. Compensation, training, and promotion decisions are based solely on qualifications, merit, and job performance.



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3.4 Prevention of Harassment:

We uphold a zero-tolerance policy toward all forms of harassment, whether physical, verbal, or psychological. Squatrix Solutions is committed to providing a workplace that respects the dignity of all individuals, ensuring that employees can work free from hostility or offensive behavior.

3.5 Prohibition of Child Labor and Forced Labor:

Squatrix Solutions strictly prohibits the use of child labor, forced labor, or any form of human trafficking in our operations. We ensure compliance with national and international labor laws and expect our suppliers, contractors, and partners to adhere to these principles.

3.6 Right to Privacy:

We respect the right to privacy of our employees, clients, and stakeholders. Squatrix Solutions does not share personal data with third parties without consent unless required by law. All personal information is handled with the utmost confidentiality and care.

3.7 Anti-Corruption:

Squatrix Solutions has a zero-tolerance policy towards bribery and corruption. We adhere to the highest standards of integrity and expect our business partners, suppliers, and employees to act in an ethical manner. Any instances of corruption or bribery will be addressed promptly, and appropriate action will be taken.

3.8 Local Community and Stakeholder Engagement:

Squatrix Solutions is committed to respecting the cultures and traditions of the communities in which we operate. We engage with local stakeholders on issues such as environmental sustainability, economic development, and social welfare. Our aim is to foster positive, sustainable impacts on the communities we serve.

4) Responsibilities

4.1 Employee Responsibilities:

All employees are required to comply with this policy and relevant laws in their day-to-day activities. Any concerns or violations must be reported to the Director.

4.2 Manager and Supervisor Responsibilities:

Managers and supervisors are responsible for addressing complaints and resolving issues related to this policy. They must ensure confidentiality and fairness in handling such cases.

4.3 Human Resources Responsibilities:

The HR department headed by the Director is responsible for providing guidance on human rights issues, addressing grievances, and ensuring compliance with this policy throughout the organization.



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5) Grievance Redressal

5.1 Filing a Complaint:

Employees have the right to file complaints regarding violations of this policy. Complaints should be submitted to the Director to investigate and address the issue.

5.2 Investigation and Disciplinary Actions:

The Director being the Grievance Redressal Officer will investigate complaints in a fair and timely manner. If an employee is found guilty of violating this policy, appropriate disciplinary action will be taken, up to and including termination of employment.

6) Policy Review

This policy will be reviewed annually by management to ensure its effectiveness and to identify areas for improvement. Any changes or updates will be communicated to all employees and stakeholders.